



**SAN BRUNO PARKS & RECREATION COMMISSION  
MINUTES**

September 22, 2010

**Chair Greenberg** called the regularly meeting of the San Bruno Parks and Recreation Commission to order at 6:27 p.m.

**Commissioner Davis led the Pledge of Allegiance.**

**PRESENT AT MEETING** – Commissioners: Chair Greenberg, Vice-Chair Marshall, Bower, Davis, Pierce. Excused: Lara, Nigel, and Zamattia. Staff: Schwartz, Brewer and Mattias. Guest: Martin Ricard, San Bruno Patch and Natalie Ayres, Church of the Highlands.

**MINUTES:** **MSC Davis/Marshall to approve the Minutes of the July 21, 2010 meeting.**  
**MSC Davis/Pierce to approve the Minutes of the August 25, 2010 Special Joint Meeting. Commissioner Marshall abstained.**

**Chair Greenberg** gave Kudos to staff for all their dedication and long hours working the San Bruno Fire. Everyone really pulled together and did a great job. **Commissioner Pierce** is very proud of City Staff and received lots of feedback of how well things were handled at the Recreation Center.

**Director Schwartz** is extremely proud of Department staff, including part-time staff, very professional and gave lots of effort.

**A. UNFINISHED BUSINESS:**

**1. Committee Projects**

- a. **Donor Recognition Sculpture – Chair Greenberg** – A joint meeting of the Parks and Recreation and Culture and Arts Commissions met at the site, which had a story pole model of the proposed art piece. Commissioners, by a 9 - 2 vote, recommended approval of the piece to the City Council.
- b. **Lions Field – Commissioner Pierce** thanked Chair on working with Will Anderson of the City's Public Services Department. **Director Schwartz** said Bid Proposals have been sent out and deadline for submitting proposals is September 23, 2010 at 4:00pm. Public Services will be evaluating Bids and working on the pre-construction work, then submitting recommendations to City Council. Construction is hoping to start in November of 2011.
- c. **Catalpa Park – Tabled for next PRC Meeting.**
- d. **Dog Park – Chair Greenberg** asked the Ad-hoc Committee to meet and remind residents that funds can be donated for improved lights at the Dog Park. **Director Schwartz** handed out Resource Cards that can be utilized when Commissioners or staff see dogs in parks or on City grounds giving dog owners information on where dogs are allowed. **Commissioner Pierce** felt this was an appropriate way to tell people where dogs can be walked in the City.
- e. **Crestmoor Field – Commissioner Pierce** said that there hasn't been a meeting yet but should be one shortly. He will be an advocate, monitor the process of the San Mateo Union High School District and communicate back to the PRC.
- f. **Revenue Enhancement - Tabled for next PRC Meeting.**

2. **Recommendation for Use of the Senior Center Kitchen – Chair Greenberg** felt that the staff report was concise. After much discussion, **M/S Davis/Pierce recommends to City Council an Amendment to the Master Fee Schedule for Use of the Kitchen at the Senior Center adding the Senior Advisory Board recommendations:**
  - **An additional staff-approved and trained attendant to operate kitchen equipment.**
  - **Staff has the right to refuse applicants/groups that abuse their use of the facility.**
  - **Purchasing a refrigerator/freezer for use by the facility renters.**
3. **Parkside After School Sports Program – Manager Brewer** reviewed programs consisting of 3 flag football teams, 4 volleyball teams and 1 cross country team. Games start next week. **Commissioner Pierce** asked if coaches are paid/certified. **Manager Brewer** said that some are paid, some volunteer and all are fingerprinted. **Chair Greenberg** would like to get game schedules.

**B. COMMUNICATIONS:**

1. A letter requesting to use the Senior Center for Capuchino IB Program was submitted, date was not available and staff is working with group to find a new date.

**C. PUBLIC COMMENT:**

1. Natalie Ayers, Highlands Christian School addressed Commission regarding lack of available gymnasium times. **Chair Greenberg** asked staff to work with Ms. Ayers and report back at next PRC Meeting.
2. Martin Ricard Editor with San Bruno Patch introduced himself and a new Website focused on San Bruno news: SanBruno.Patch.com.

**D. NEW BUSINESS:**

1. Review of Commissioners Role – *Tabled to first PRC Meeting with new Commissioner.* **Director Schwartz** - City Clerk is working to fill vacant position for October rotation. If Commissioners have any information for agenda, they should give report to Chair by 1<sup>st</sup> Wednesday of month.
2. Commissioners Workshop – **Chair Greenberg, Commissioners Davis and Nigel** have signed up for workshop on October 23<sup>rd</sup>.
3. Spring Finance/Participation Report – Manager Brewer reviewed report. Corrections were made to the last page under Teen Programs participants correcting \$334.00 to the number 334 and Contract Classes from \$103,420.00 to \$13,420.00. **Director Schwartz** said that staff would have a larger End of Year 09/10 Report coming soon.

**E. REPORTS:**

**1. Staff Reports:**

**Director Schwartz** reported that staff has spent the last week and a half dealing with the Glenview Fire Crisis. **Commissioner Pierce** asked how much longer the EOC will be active and if there will be a final report. Staff reported that the Recovery Center is located at 900 Cherry Avenue and will be open for a few more weeks, there are City Council meetings weekly, City looking at criteria as to how to disperse money to fire victims. **Director Schwartz** encourages everyone to go to San Mateo County Alert and register his or her cell phone.

**2. Commissioners Reports:**

- a. **Commissioner Pierce** thanked staff and volunteers for doing a fantastic job at the Recreation Center's Assistance Center. He felt that everyone that went there walked away well served.

**F. ADJOURNMENT:** With no other business to be conducted, **Chair Greenberg** adjourned the meeting at 7:55pm.

Respectfully Submitted,

Jackie Mattias  
Executive Assistant